

CHAPTER 2

DAAS DATA BASE AND DATA INFORMATION SERVICESA. GENERAL

1. DAAS functions as an automated system for routing logistics data traffic and provides document processing and data information services. It **is** designed to effectively use communications provided by the Automatic Digital Network (AUTODIN) and direct dial networks.

2. DAAS is an open-ended service which may be expanded consistent with system physical capabilities and the benefits expected to accrue from such expansion. Expansion may be in the range of documents DAAS processes and in the variety of logistic services it performs.

3* Section B, Chapter 1 summarizes the current DAAS operation. To support its multifaceted operation, **DAAS** compiles and maintains numerous data bases both for its own use and the use of the Services/Agencies. This chapter describes the most significant DAAS data bases.

B. BASIC SOURCE OF SUPPLY (SoS) FILE

1. **SoS** and Federal Supply Class (**FSC**) changes are prepared by DIDS for maintenance of the DAAS files. These changes use Document Identifier (**DI**) Code KSS and are developed primarily from Cataloging Management Data (**CMD**) documents that are submitted to the DIDS at DLSC by Commodity Integrated Materiel Managers (**CIMMs**), Weapons Integrated Materiel Managers (**WIMMs**) and the Service IMs. However, inactivation/decentralization for the **CIMMs** may be based upon item status deletions/logistics transfers (DI code LDU/LCU). Also, DNA maintenance of **SOS** is based on special input.

2. **SoS** and **FSC** changes are used to update the DAAS files on the effective dates contained in the **DI** Code KSS transactions. Transactions that furnish the **SOS** for new items are effective immediately. **DIDS** will furnish changes **for new items** to DAASO, with an immediate effective date, within **15 calendar days from** the date of the assignment of the new NSN. DAAS files are updated on the effective date of the change and are used to route requisitions and related **supply** transactions.

3* To permit processing of **SoS** and **FSC** changes, allow enough **leadtime** to take corrective action and update the **SoS** files for each DAAS site on the effective date. Change data is furnished by the DIDS prior to the effective date of the change.

a. **SoS** and **FSC** (DI Code KSS) changes generated as a result of normal catalog **action** are transmitted to **DAASO** by DLSC.

b. SOS and FSC (DI Code KSS) changes generated as a result of corrective action, or those that are effective immediately are prepared in card image format and transmitted in data pattern messages to DAAS through AUTODIN using Content Indicator Code (CIC) IHMF. Changes resubmitted to correct transactions rejected by the DAAS, will contain the effective date of the rejected change or the current date, whichever is later.

c. Emergency SOS or FSC changes are accepted by DAASO via telephone from the authorized DLSC control office. Emergency changes are verified by a followup DI Code KSS document as soon as practicable. DLSC is responsible for maintaining a suspense file of all telephoned changes and assuring that each suspended item is cleared and forwarded to DAASO.

4. The DAAS SOS file (appendix A3, table 1) contains both active and inactive SoS data and is maintained by data received from DIDS. The DAAS SoS file reflects a regular (three digit) SoS code for each of four columnar headings, namely: "IMM" representing the CIMM/WIMM entry 1 / "AF" representing the Air Force entry; "Army" representing the Army entry; and "Navy" representing the Navy entry supplemented by an "SP" columnar heading for the Navy special code which permits the DAAS to route documents from specified Navy activities in accordance with diversified requisitioning channels contained in the Navy subsidiary record (appendix A3, table 2). When a Service/Agency has inactivated an item of supply, DAAS suffixes the regular SoS code with an alpha "I." The three digit regular SoS code usually reflects the RI code of the cognizant IM. However, this code may reflect one of the following pseudo codes:

| <u>CODE</u> | <u>EXPLANATION</u> |
|-------------|---|
| D9 | Decentralized DLA management |
| XDG | Decentralized GSA management |
| XFG | Centralized GSA management for civil agencies |
| XGG | Centralized GSA management for DoD activities |
| Xzz | No assigned SoS |

c. CONTINGENCY SOS FILE MAINTENANCE PROCEDURES . When the DIDS is inoperative, operating in highly degraded mode or due to a related condition, accurate and timely SoS file maintenance cannot be accomplished, the Services and Agencies will be directed to implement the following procedures:

1. The SOS changes will be prepared by the Services/Agencies cataloging activities.

2. SoS updates will be derived from:

a. File maintenance actions resulting from normal CMD flow.

b. MOE rule changes and deletions.

1 / The criteria for loading changes in the IMM record is contained in DoD W100.39-M, (reference \u0022\u0022).

c. Critical SOS actions.

d. Special SOS updates submitted by the DNA and Coast Guard for their unique items.

3. **SOS** and **FSC changes** will be used to update the DAAS files on the effective dates contained in the DI Code SSS transactions (appendix C4). Item SOS changes are used, on the effective date, to route requisitions and related supply documents.

4. To permit routine processing of SOS and FSC changes, allow enough **lead time** to take any necessary corrective action, and update the SOS records for each of the DAAS facilities on the effective date, change data (excluding urgent or immediate effective changes) **will** be furnished a minimum of 25 calendar days prior to the **effective** date of the change.

a. Changes generated as a result of normal catalog action **will** be recorded on magnetic tape or in punched cards, depending on the volume of changes, and mailed to **DAASO**, Gentile Air Force Station, Dayton, OH 45444-0001, accompanied by a letter of transmittal that includes the number of changes. When a small volume of changes is involved, the submitter has the option of mailing punched cards or transmitting via **AUTODIN**. The magnetic tape header, detail record and card formats are described in appendix C4.

b. Changes generated as a result of corrective action, or those that are effective **immediately**, are to be prepared in card format and transmitted in data pattern messages to the **DAASO** through AUTODIN with CIC **IHHF**. Changes that are resubmitted, to correct transactions that were rejected by the DAAS, will contain the effective date of the rejected change or the current date, whichever is later. The card format to be used is the same as the detail tape record shown in paragraph 2, appendix C4.

5. SOS deletion transactions, SOS Code XZZ, **will** be used to delete sources of supply that have been recorded in error for items that do not have an applicable SOS. The DAAS will process these changes to replace the current SOS code with XZZ.

6. **SOS** deletion transactions, SOS Code XXX, will be used to delete sources of supply for items that have been recorded correctly but no further requisitioning action is anticipated and user interest has been withdrawn, or the items have been designated as inactivated items of supply. DAAS will process an XXX change to retain the last recorded SOS in the Service record and to code the item with an "I" to indicate that it has been inactivated. In the event item management responsibility for an inactivated item is reassigned, a DI Code SSS change transaction with an "X" in position 53, **submitted** by the gaining manager, will cause the DAAS to record the new SOS and retain the inactive item status code.

7. FSC changes will be provided whenever an FSC change occurs regardless of whether or not there is a change in the SOS.

8. An edit will be performed on SoS change data received by DAASO prior to its use in updating the DAAS files. The edit is in three segments. Each segment is designed to accomplish a specific function:

a. **Segment I** applies to all changes submitted by the **IMMs** and the Services. Each change transaction is examined to assure that it contains the required codes and that they are all valid. The edited fields are Service/Agency MOE code, NSN, SOS code, and effective date. Those change transactions that fail the edit are rejected and returned to the originator for correction.

b. **Segment II** applies to the **IMM** portion of the record. A comparison is made between the **SoS** on record and the source submitted in the change transaction by an **IMM**. The new data is accepted or rejected, as depicted in DoD 4100.39-M, (reference (d)) and, when appropriate, notifications are sent to the losing **IMM**.

c* **Segment III** applies to all elements of the record for those transactions that were accepted and used to update the DAAS files. Comparisons are made between the **IMM** and the Service sections of the record to identify active/inactivated item status indicators, SOS codes and/or FSC entries that are in conflict with another section of the record. Conflicts are identified when a Service record shows that:

(1) Another Service is the **SoS** and the sources shown in the two records are different, or the other Service record does not contain a source.

(2) Another Service is the active **SoS** and the record of the other Services is coded inactivated, or does not contain a source.

(3) An **IMM** is the **SoS** and the source in the Service record is not the same as the source in the **IMM** record, or the **IMM** record does not contain a source.

(4) An **IMM** is the active **SoS** but the **IMM** record is coded inactivated, or the **IMM** record does not contain a source.

(5) Another Service is the **SoS** and the FSC is not the same as the FSC in the record of the other Service.

(6) An **IMM** is the **SoS** and the FSC is not the same as the FSC in the **IMM** record.

9* **Segment III** item conflict notices will be prepared during the monthly update of the item **SoS** records. The DAASO furnishes these notices to the appropriate activity by means of printed listings, punched card, or magnetic tape, dependent upon the number of notices involved and the desires of the receiving activity. Conflict notices are provided to:

a. The managing **IMM** when the conflict is between the **IMM** record and the using Service record.

b. The managing Service when the conflict is between the managing and using Service records.

10. **Segment** III item conflict notices include the SOS shown in the **IMM** and the **Service** records. These data show what is in the DAAS files and are not intended to specify which section of the record is in error. Cataloging activities that receive the conflict notifications will determine which section of the record is in error. The managing IMM or Service, as appropriate, will:

a. Prepare and submit change transactions for correction of the DAAS records when the **IMM/Service** source of supply, active/inactivated status, or the **FSC** is in error.

b. Advise the using Service (identified in the conflict notice) when the Service section of the record is in error. The using Service will prepare and submit change transactions for correction of the DAAS files.

D. SUPPLEMENTAL SOS FILE

1. When the **DAASO** receives a notice from a Service/Agency that a requisition or related document is being routed to an incorrect SOS, DLSC will be so notified by phone, with a confirming **followup** message indicating that expedited corrective action to update a DAAS SOS is required. In the interim, until the corrective update action is received from DLSC, **DAASO** will annotate the item SOS record to indicate that a special supply rule applies for routing until the corrective update is received.

2. The special supply rule will be similar to those provided by the Services/Agencies for special documents routing, such as now used for medical and weapon system manager requisitions. The special supply rule will provide for interim routing to the correct SOS using a separate interim item record until the update is received from **DLSC**. The separate item record will be auditable to show date of reported incorrect SOS and date corrected by **DLSC**.

3. In applying the above procedures, the DAAS SOS record will not be changed by **DAASO**. Only **DLSC** can change the DAAS SOS record in accordance with current procedures.

E. DEPARTMENT OF DEFENSE ACTIVITY ADDRESS FILE (DoDAAF)

1. The master **DoDAAF** contains the names and addresses of activities which must be identified in the **DLSS**. The records of this file include military organizational entities which requisition, receive, or ship materiel; or are financially accountable for the materiel; commercial organizations which enter into materiel and/or service contracts with DoD; and activities of other Federal agencies which maintain logistics support arrangements with DoD. The **DoDAAF** is an automated system that is maintained in current status by **DAASO** from update transactions furnished by the Central Service Point (**CSP**) in each Service and Agency. The data maintained in the **DoDAAF** provide the source of the address data base used by the DAAS to:

a. Process Defense Logistics Standard Systems documents.

b. Publish DoD 4000. 25-D (append ix (e)) quarterly on microfiche.

c. Publish and provide mechanized address changes to mechanized shipping systems within the DoD Components.

2. The **DoDAAF** is maintained at the **DAASO**. The format used for file maintenance transactions is described in appendix C2. The CSPS designated by the Services/Agencies are listed in DoD 4000.25-D, Section 1. Addition, revision and deletion transactions to the **DoDAAF** are made only by the designated CSPS and in the prescribed format. A separate **DI** Code TA1, TA3 or TA4 transaction is required for each TAC 1, TAC 2, or TAC 3 type address that is to be added, revised or deleted.

3. Activities of the participating Services and Agencies requiring the mechanized address file for mechanical processing of documentation under the DLSS will obtain the file from the designated CSP of the respective Service or Agency. Subsequent changes accepted by **DAASO** for incorporation into the address file will be distributed to using activities by the **CSPs**. **DI** Codes TA1, TA3 and TA4 will identify the change action to be taken on the assigned effective date.

4. Change transactions are transmitted between the **DAASO** and the CSPS via AUTODIN. Transmission of changes between CSPS and using activities is accomplished by established electrical data communications media to ensure timely distribution of current information. Details concerning transmission of data via such means will be coordinated by the activities involved. When there is no electrical data communications capability between the activities involved, data may be forwarded by mail in accordance with the prescribed format.

F. MILITARY ASSISTANCE PROGRAM ADDRESS FILE (MAPAF)

1. The master MAPAF contains the addresses of country representatives, freight forwarders, and customers-within-country required for releasing Foreign Military Sales (**FMS**) and Military Assistance Program (MAP) Grant Aid shipments, and addresses required for forwarding related documentation. The MAPAF is maintained at **DAASO** in accordance with DoD 5105.38-D, (reference (f)). Additions, revisions and deletions to the MAPAF will be in accordance with DoD 5105.38-D.

2. The basic directory, DoD 5105. 38-D, is updated on a monthly basis by formal page changes, prepared and published by the **DAASO**. A new basic directory will be prepared and published by the **DAASO** every 2 years. Procedures for the operation and the maintenance of the MAPAF are contained in DoD 5105.38-D. "

G. DoD RI CODES AND DISTRIBUTION CODES

DAASO maintains the DoD RI codes and distribution code file and serves as the focal point for receipt of all file revisions. Each month **DAASO** provides the DoD **MILSTRIP** System Administrator with Electronic Composing System (**ECS**)

negatives. These negatives are then used to publish a formal change to DoD 4140. 17-M, Supplement 1 (reference (c)). Annually, DAASO prepares a current listing of RI codes and distribution codes and **submits** the appropriate listings to each **Service/Agency** for validation. After the DAASO file has been updated from the **Service/Agency** validation, a complete revision to DoD 4140. 17-M, Supplement 1 is published.

H. ACTIVITY ADDRESS FILE

The activity address file (appendix A3, table 6) is maintained in activity code sequence. This file contains a record of all the activities described in section E above. Each record contains activity address data from the DoDAAD, Communications Routing Indicator (**COMM RI**) data from ACP 117 (reference (g)), address data obtained directly from the **communications** terminals, RI codes from DoD 4140. 17-M, (reference (c)) and/or the Services. The **COMM RI** segment of the record also contains a pseudo reference code, developed by **DAASO** for its own use to expedite processing and to facilitate rehomeing actions. This code associates the **COMM RI** with the **DoDAAC** and RI code. **COMM RIs** are maintained by **DAASO** in accordance with the Joint Armed Forces Publications changes received through the Defense **Communications** System, except as modified by local agreements.

I. DoD MILSTEP CENTRAL DATA COLLECTION POINT (CDCP)

The CDCP at **DAASO** Tracy, California provides **MILSTEP** data processing support for DoD and Service/Agency Central Processing Points (**CPPs**). The DoD **MILSTEP** CDCP is responsible for the collection, processing and distribution, as required, of all intransit data documents as defined in Military Standard Transportation and Movement Procedures (**MILSTAMP**) Chapter 10. Procedures, responsibilities and reports produced by the DoD **MILSTEP** CDCP at **DAASO** Tracy are detailed in DoD 4000.23-M, (reference (b)).

J. DEFENSE, EUROPEAN AND PACIFIC REDISTRIBUTION ACTIVITY (DEPRA)

DEPRA is a service of and an integral part of the DAAS at Dayton, Ohio. European and Pacific supply activities submit reports of excess (document coded FTE) directly to the DAAS for the **DEPRA** screen. **DEPRA** records the report, and if the FTE is addressed to an **IM** and meets specified criteria, **DEPRA** will concurrently forward it via the DAAS to the appropriate **IM** for screening. The **IM** will provide, via the DAAS, disposition instructions (**FTR** documents) to **DEPRA** for all submissions. **DEPRA** functions and processes are detailed in DoD 4140. 17-M, Supplement 3, (reference (h)).